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### TRANSMITTAL VIA EXPRESS MAIL NO.:

EL943633971US

To The Honorable Commissioner  
of Patents and Trademarks  
Attn: Box Missing Parts  
Washington, D.C. 20231

Re: U.S. Patent Application 10/004,271 for "SERVICE PROVIDER NETWORK  
FOR LEGAL SERVICES WITH DIRECT BROWSER DELIVERY OF RICH  
TEXT FORMAT DOCUMENTS"; Filed: 10/31/01; Applicants: Mark P.  
Cauchon & Glenn S. Kohne.

LAW  
BUSINESS  
TECHNOLOGY

Dear Sir:

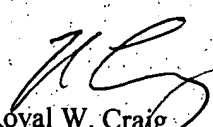
Transmitted herewith for filing are the missing parts of the application as stated in the  
enclosed copy of the Notice To File Missing Parts dated 12/19/2001. Enclosed are:

1. Copy of PTO Notice to File Missing Parts, mailed December 26, 2001.
2. Two (2) Declaration and Power of Attorney duly executed by each inventor.
3. Our check No. 3014 in the amount of \$435.00 (to cover the basic filing fee and  
the surcharge for late filing).
4. Change of Address.
5. Our post card. Please date stamp and return.

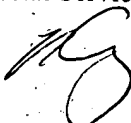
Please charge any unanticipated fees to our Deposit Account No. 03-3565 (a  
duplicate copy of this charge authorization is attached.)

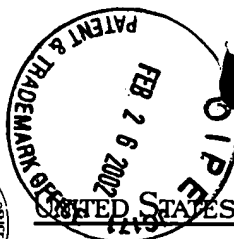
Thank you for your cooperation and assistance.

Respectfully submitted,

  
Royal W. Craig  
Attorney for Applicant  
Reg. No. 34,145

I HEREBY CERTIFY that on February 26, 2002, one copy of the above-referenced  
documents were deposited with the United States Postal Service for delivery by Express Mail  
to the United States Patent and Trademark Office.

 2/26/02



UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/004,271	10/31/2001	Mark P. Cauchon	CAUCHON et al.-PA-1

CONFIRMATION NO. 3845

## FORMALITIES LETTER



\*OC000000007231387\*

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BALTIMORE, MD 21201

Date Mailed: 12/26/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

03/05/2002 SMINASS1 00000020 10004271

FILED UNDER 37 CFR 1.53(b)

01 FC:201 370.00 OP  
02 FC:205 65.00 OP

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

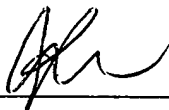
- The statutory basic filing fee is missing.  
*Applicant must submit \$ 370 to complete the basic filing fee for a small entity.*
- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 435.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice MUST be returned with the reply.*

A handwritten signature in black ink, appearing to be 'JLH', is written over a horizontal line.

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE